

REGULAR PLANNING COMMISSION MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
JULY 31, 2025

THE REGULAR PLANNING COMMISSION MEETING of the City of Port Orange was called to order by Chair Thomas Jordan at 5:30 p.m.

CALL TO ORDER

1. Pledge of Allegiance

2. Roll Call

Present: Chair Thomas Jordan
Vice Chair Bo Bofamy
Commissioner Stan Schmidt
Commissioner Scott Steger (Excused)
Commissioner Mark Bowling (Unexcused)
Commissioner Maria Mills-Benat
Commissioner Daniel Mallegol

Also Present: Shannon Balmer, City Attorney
Tim Burman, Community Development Director
Penelope Cruz, Planning Manager
Amanda Bonin, Deputy City Clerk

DISCUSSION/ACTION

3. Consideration of Minutes

Motion to approve the June 26, 2025, meeting minutes as presented was made by Commissioner Maria Mills-Benat and Seconded by Vice Chair Bo Bofamy. Motion carried unanimously by roll call vote.

4. APPLICATION: VARIANCE/5784 TAYLOR BRANCH ROAD

CASE NO.: VARC-25-0003

APPLICANT: Robert Ziegenfuss, Z Development

STAFF CONTACT: Penelope Cruz, Planning Manager (386) 506-5671/pcruz@port-orange.org

A request for variances from the Land Development Code to allow the redevelopment of 5784 Taylor Branch Road into a Dutch Bros Coffee shop. Due to site constraints, the applicant is requesting the following variances: a reduction in parking space width from 10 feet to 9 feet; and a reduction of the landscape buffer along Dunlawton Avenue and Taylor Branch Road to allow a variable-width buffer, ranging from a minimum of 5 feet

Motion to approve variance/5784 Taylor Branch Road Case No.: VARC-25-0003, was made by Vice Chair Bo Bofamy and Seconded by Commissioner Maria Mills-Benat.

Penelope Cruz, Planning Manager, introduced the item, providing details on the variance request and answered the Commissioner's questions.

Applicant Robert Ziegenfuss of Z Development spoke about the site specifications, landscaping ideas, traffic concerns, the variance request and answered the Commissioner's questions.

Motion carried unanimously by roll call vote.

5. APPLICATION: LDC TEXT AMENDMENT / CHAPTER 15
CASE NO.: DCAM-24-0002
APPLICANT: Lamar Outdoor Advertising
STAFF CONTACT: Tim Burman, Community Development Director (386)
506-5675/tburman@port-orange.org

A request by Lamar Advertising Company to amend the Land Development Code (LDC) to allow billboard owners to submit a reconstruction agreement for approval. The amendment would allow for the conversion of an existing static billboard sign face to a digital sign face, in exchange for the removal of other billboard sign faces within the City of Port Orange. The amendment also establishes criteria and standards for the placement and operation of reconstructed digital billboard sign faces.

Motion to approve the LDC Text Amendment/Chapter 15 Case No.: DCAM-24-0002 was made by Commissioner Maria Mills-Benat and Seconded by Vice Chair Bo Bofamy.

Thomas Jordan, Chair, read the item summary into the record.

Tim Burman, Community Development Director, introduced the item, provided details on the amendment, and answered the Commissioner's questions.

Rob Merrill, Attorney for the applicant, provided details on the amendment being requested and answered the Commissioner's questions.

Applicant Peter Costanza, Vice President and General Manager of Lamar Outdoor Advertising, gave a presentation introducing the company and highlighting their ongoing

commitment to Volusia County. He addressed the safety aspects of the proposed billboards, including construction standards and hurricane wind load considerations, and answered questions from the Commissioners.

Motion carried 5-0-1 by roll call vote.

6. APPLICATION: ADMINISTRATIVE REZONING
CASE NO.: REZONING-25-0004
APPLICANT: City of Port Orange
STAFF CONTACT: Penelope Cruz, Planning Manager (386) 506-5671/pcruz@port-orange.org

An administrative rezoning for 12 properties located on the east side of the City of Port Orange, generally east of Nova Road. The proposed rezonings are to resolve zoning inconsistencies, bring the properties into compliance with the City's Comprehensive Plan, and ensure consistency with the surrounding zoning patterns as well as the historic and/or current use of the property.

Motion to approve the Administrative Rezoning Case No.: REZONING-25-0004 was made by Vice Chair Bo Bofamy and Seconded by Commissioner Maria Mills-Benat.

Chair Jordan introduced the item.

Ms. Cruz provided details on the item and answered the Commissioner's questions.

Motion carried unanimously by roll call vote.

7. APPLICATION: LDC TEXT AMENDMENT/ CHAPTERS 3, 5, 12, 15, and 16
CASE NO.: DCAM-25-0003
APPLICANT: City of Port Orange
STAFF CONTACT: Tim Burman, Community Development Director (386) 506-5675/tburman@port-orange.org

An administrative amendment to the Land Development Code (LDC) to improve and update the content of the LDC, as part of an ongoing maintenance effort. The proposed amendments include clarifications and minor changes that make the code more efficient to use, support the City's redevelopment efforts, and compliance with recently adopted state legislation regarding the administrative approval of subdivision plats.

Motion to approve the LDC Text Amendment/ Chapters 3, 5, 12, 15, and 16 CASE NO.: DCAM-25-0003 was

made by Commissioner Maria Mills-
Benat and Seconded by Commissioner
Stan Schmidt.

Mr. Burman introduced the item and provided details regarding the proposed amendment, noting that the changes are primarily clean-up items, with one amendment aligning local requirements with State Statutes. He also responded to questions from the Commissioners.

Motion carried unanimously by roll call
vote.

OTHER BUSINESS

8. Commissioner Comments

Great job to staff.

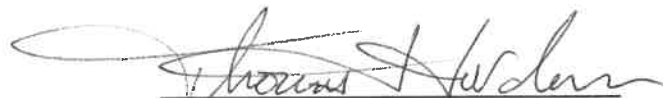
9. Staff Comments

There were none.

PUBLIC COMMENTS

There were none.

ADJOURNMENT - 6:45 p.m.



Chair Thomas Jordan